

Emergency Preparedness Checklist

TORNADO • FLASH FLOOD • EARTHQUAKE •
WINTER STORM • HURRICANE • FIRE •
HAZARDOUS MATERIALS SPILL

The next time disaster strikes, you may not have much time to act. Prepare now for a sudden emergency. Learn how to protect yourself and cope with disaster by planning ahead. This checklist will help you get started. Discuss these ideas with your family, then prepare an emergency plan. Post the plan where everyone will see it—on the refrigerator or bulletin board. For additional information about how to prepare for hazards in your community, contact your local emergency management or civil defense office and American Red Cross chapter.

Emergency Checklist

Call Your Emergency Management Office or American Red Cross Chapter

- § Find out which disasters could occur in your area.
- § Ask how to prepare for each disaster.
- § Ask how you will be warned

about an emergency.

§ Learn your community's evacuation routes.

§ Ask about special assistance for elderly or disabled persons.

Also...

Ask your workplace supervisor about emergency plans.

Create an Emergency Plan

§ Meet with household members to discuss the dangers of fire, severe weather, earthquakes and other emergencies. Explain how to respond to each.

§ Find the safe spots in your home for each type of disaster.

§ Discuss what to do about power outages and personal injuries.

§ Draw a floor plan of your home. Mark two escape routes from each room.

§ Show family members how to turn off the water, gas and electricity at main switches when necessary.

§ Post emergency telephone

numbers near telephones.

§ Teach children how and when to call 9-1-1, police and fire.

§ Instruct household members to turn on the radio for emergency information.

§ Pick one out-of-state and one local friend or relative for family members to call if separated during a disaster (it is often easier to call out-of-state than within the affected area).

§ Teach children your out-of-state contact's phone numbers.

§ Pick two emergency meeting places:

1) A place near your home in case of a fire.

2) A place outside your neighborhood in case you cannot return home after a disaster.

§ Take a basic first aid and CPR class.

§ Keep family records in a water- and fire-proof container.

Prepare a Disaster Supplies Kit

Assemble supplies you might need in an evacuation. Store them in an easy-to-carry container, such as a backpack or duffle bag. Include:

§ A supply of water (one gallon per person per day). Store water in sealed, unbreakable containers. Identify the storage date and replace every six months.

§ A supply of non-perishable packaged or canned food and a non-

electric can opener.

§ A change of clothing, rain gear and sturdy shoes.

§ Blankets or sleeping bags.

§ A first aid kit and prescription medications.

§ An extra pair of glasses.

§ A battery-powered radio, flashlight and plenty of extra batteries.

§ Credit cards and cash.

§ An extra set of car keys.

§ A list of family physicians.

§ A list of important family information, including the style and serial number of medical devices, such as pacemakers.

§ Special items for infants, elderly or disabled family members.

Escape Plan

In a fire or other emergency, you may need to evacuate on a moment's notice. Be ready to get out fast. Develop an escape plan by drawing a floor plan of your residence. Show the location of doors, windows, stairways, large furniture, emergency supplies (Disaster Supplies Kit), fire extinguishers, smoke detectors, collapsible ladders, first aid kits and utility shut-off points.

Indicate at least two escape routes from each room, and mark a place outside of the home

where household members and/or your personal care attendant should meet in case of fire. If you or someone in your household uses a wheelchair, make more than one exit from your home wheelchair-accessible in case the primary exit is blocked in a disaster.

Include important points outside, such as garages, patios, stairways, elevators, driveways and porches. If your home has more than two floors, use an additional sheet of paper. Practice emergency evacuation drills at least twice each year.

Home Hazard Hunt

In a disaster, anything that can move, fall, break or cause a fire is a potential hazard.

§ Repair defective electrical wiring. Smell for leaky gas connections. If you smell gas, turn the gas off and call a professional to repair it.

§ Keep the shut-off switch for oxygen equipment near your bed or chair, so you can get to it quickly if there is a fire.

§ Fasten shelves securely to the wall. Place large, heavy objects on lower shelves or the floor.

§ Hang pictures and mirrors away from beds. Bolt large pictures or mirrors to the wall.

§ Secure the water heater by strapping it to a nearby wall.

§ Repair cracks in ceilings or foundations.

§ Brace overhead light fixtures.

§ Store weed killers, pesticides and flammable products away from heat sources.

§ Have chimneys, flue pipes, vent connectors and gas vents cleaned.

If You Need to Evacuate

§ Listen to a battery-powered radio for the location of emergency shelters. Know, in advance, the location of wheelchair-accessible shelters. Follow the instructions of local officials.

§ Wear appropriate clothing and sturdy shoes.

§ Take your Disaster Supplies Kit.

§ Lock your house.

§ Use travel routes specified, or special assistance provided, by local officials.

If you are sure you have time...

§ Shut off water, gas and electricity if instructed to do so.

§ Let others know when you left and where you are going.

§ Make arrangements for pets. Animals other than service animals may not be allowed in public shelters.

Prepare a Car Kit

Include:

§ Battery-powered radio, flashlight, extra batteries and maps.

§ Blanket and first aid kit.

§ Shovel.

§ Tire repair kit, booster cables, pump and flares.

§ Fire extinguisher (5 lb., A-B-C type).

§ Bottled water and non-perishable foods, such as granola bars, raisins and cookies.

Fire Safety

§ Plan two escape routes out of each room. If you cannot use the stairways, make special arrangements for help in advance. Never use the elevators.

§ Install smoke detectors. Clean and test smoke detectors once a month. Change batteries at least once a year.

§ Consider installing home sprinklers.

§ If there is a fire, do not try to fight the fire. Get out fast. Do not stop for pets or possessions. Call the fire department after you are outside. Never go back into a burning building.

§ Feel the bottom of the door with the palm of your hand. If it is hot, find another way out.

